



BOARD OF SUPERVISORS REGULAR MEETING
MONDAY, FEBRUARY 1, 2016
6:30 PM

[Susan M. Adams](#), County Administrator

153A Morton Lane, Appomattox, VA 24522

www.AppomattoxCountyVA.gov

BOARD OF SUPERVISORS

Handicap Accessibility Statement

Call to Order

Invocation

Pledge of Allegiance

Setting of Agenda

CITIZEN PUBLIC COMMENT PERIOD

This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.

APPEARANCES

These scheduled times are provided by the Board to allow citizens and organizations outside the County Government to discuss matters of importance with the Board.

1. [16-0062](#) FY 2015 Financial Report, Mr. Paul Lee
Presentation of the FY 2015 County Financial Report from Mr. Paul Lee, CPA for Robinson, Farmer, Cox Associates.

Department: Administration, Finance
Suggested Actions: No Suggested Action
2. [16-0063](#) Town of Pamplin Update
In December 2015, Chairman Craft appointed a committee to research options for assisting the Town of Pamplin with its financial crisis. Mr. Ronnie Spiggle is providing a status update on the committee's assessment of the finances.

Department: Board of Supervisors, Administration
Suggested Actions: No Suggested Action
3. [16-0064](#) Virginia Department of Transportation, Don Austin
Mr. Don Austin, Appomattox Residency Administrator, is appearing before the Board to provide an update on the potential Economic Development Access Road funding application. Mr. Austin is positioned to address any other questions/concerns that the Board has for him.

Department: Economic Development
Suggested Actions: No Suggested Action
4. [16-0065](#) Update from Shentel, James Funkhouser
Mr. James Funkhouser, Business Development Manager, with Shentel is providing an update on the company's services.

Department: Information Services



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Suggested Actions:

No Suggested Action

ADMINISTRATOR'S REPORT

ATTORNEY'S REPORT

ACTION ITEMS

5. [16-0066](#) Resolution Supporting the Road Access Fund Application
- The Economic Development Director, Jeff Taylor, will be submitting an application to VDOT for road access funds to extend the road further into the industrial park providing access to the XNG property. A requirement of the application is the submission of a resolution from the Governing Body in support of the application. Mr. Taylor is available to address questions concerning the application.
- Staff recommends adoption of the Resolution Supporting the Road Access Fund application and authorizing the County Administrator to sign grant related documents.
- Department: Economic Development
Suggested Actions: Approve Recommendation
Documents: [LocalGovt_EDA_RegularProjectRequest_Resolution.pdf](#)
6. [16-0067](#) Resolution Honoring the AHS Football State Champions
- The Board requested that staff prepare a resolution in honor of the Appomattox County Raiders Football Team Class 2A State Championship and present it to the team members and coaches at the February meeting.
- Staff recommends adoption of the resolution honoring the Raiders Football Team Class 2A State Championship and presentation of the resolution to the team members and coaches.
- Department: Board of Supervisors, Administration
Suggested Actions: Approve Recommendation
Documents: [Resolution_Appomattox Raiders Football Team.pdf](#)
7. [16-0068](#) Declaration of Local Emergency
- Governor Terry McAuliffe declared a state of emergency on Thursday, January 21, 2016. The action authorized state agencies to assist local governments in responding to a major winter storm, Jonas, that was expected to impact the Commonwealth through Sunday, January 24, 2016. Respectively, the Appomattox County Director of Emergency Management, Susan Adams, County Administrator declared a Local Emergency for Appomattox County. The County's Emergency Operations Policy requires the Governing Body to adopt the attached Local Emergency Declaration.
- Staff recommends adoption of the attached Declaration of Local Emergency as a requirement of the EOP to mitigate the effects of Winter Storm Jonas.



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8. [16-0069](#) Department: Public Safety, Administration
Suggested Actions: Approve Recommendation
Documents: [Declaration of Local Emergency.pdf](#)
Appomattox Board of Supervisors Meeting Schedule
Staff prepared the attached 2016 Board Meeting Schedule after the Organizational Meeting in January.
Staff recommends approval of the Board of Supervisors Meeting Schedule for the 2016 Calendar Year.
9. [16-0070](#) Department: Board of Supervisors, Administration
Suggested Actions: Approve Recommendation
Documents: [2016 Meeting Calendar for Appomattox County Board of Supervisors.pdf](#)
XNG Local Incentive Agreement
On Wednesday, January 27, 2016 XNG, LLC Chief Administrative Officer Mr. Seth Berry agreed to the terms of the XNG, LLC Local Incentive Agreement for their project in the Appomattox Center for Business and Commerce. This agreement was drawn up by County Attorney Johnnie Overstreet and EDA Attorney Kemper Beasley. Economic Development Director, Jeff Taylor is available to address questions.
Staff recommends adoption of the XNG, LLC Local Incentive Agreement.
10. [16-0071](#) Department: Economic Development, Administration
Suggested Actions: Approve Recommendation
Documents: [XNG Local Incentive Agreement FINAL 20160127.pdf](#)
Authorization to Pay Invoices
In an effort to eliminate the risk of potential finance charges and late payment fees, the County Administrator and Board Chair are requesting authorization to pre-approve and pay the utility bills, credit card bills, and/or any other bills with a due date prior to the next Board meeting. The same practice of including a copy of the pre-approved invoices for payment in the next Board meeting book will remain in effect.
Staff recommends the Board's consent to follow the stated policy for the payment of invoices.
- Department: Administration
Suggested Actions: Approve Recommendation

CONSENT AGENDA

The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.



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11. [16-0072](#)

Consent Agenda

(1) Payment of Invoices Authorization:

Please review and approve the attached invoices for payment in the amount of \$217,144.14 which were pre-approved for payment by the Chairman and County Administrator in January 2016. Please review and consider approval on the attached invoices for payment dated February 1, 2016, in the amount of \$298,602.78.

(2) Minutes Approval:

Please review the following minutes for additions, corrections and questions:
Monday, December 7, 2015 - Joint Meeting with Virginia Cooperative Extension
Monday, December 7, 2015 - Regular Scheduled Meeting

(3) Supplemental Appropriations:

J. Robert Jamerson Library: Please supplement by consent and appropriate the following (No new Local Funds required):

7301-5201 Postage	\$ 11.00
7301-5411 Books	\$ 207.19
7301-5401 Office Supplies	\$ 659.03
7301-5415 Summer Reading	\$ 51.50
7301-5840 Special Library	\$ 2.00

Animal Control: Please supplement by consent and appropriate the following (No new Local Funds required):

3501-5804 Donations Only	\$ 110.00
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Appomattox County Sheriff's Office: Please supplement by consent and appropriate the following (No new Local Funds required):

\$450.09 to 3102-1002	Overtime	RE: Walmart security on November 26, 2015
\$459.09 to 3102-5410	Uniforms	RE: Chief Law Enforcement reimbursement

Appomattox County Department of Social Services: Please supplement by consent and appropriate (No new Local Funds required):

5301-2002 VRS	\$11,240.84
5301-2006 Group Life	\$ 685.85
5301-2002 ICMA-RC	\$ 197.32

RE: Social Services Reimbursement for December 2015 Payroll.

(4) Line Item Transfers

Appomattox County Administration: Please transfer by consent the following amounts totaling \$2905.00 to 1201-5408 Vehicle Power Equipment (County Administration) -- No new Local Funds required:

8105-5408 Vehicle Power Equipment (Economic Development)	\$ 800.00
8104-5408 Vehicle Power Equipment (Zoning/Sub Division)	\$ 150.00
5310-5408 Vehicle Power Equipment (CSA)	\$1955.00

RE: Line item 5408 was consolidated into the County Administration line item because all of these departments are sharing the same County vehicles and not being utilized as often as they may have been in past years.



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(5) Fund Transfers

Law Library - Request from the Treasurer:

The Treasurer is submitting a request to transfer \$602.64 from the Law Library Fund to the General Fund. The Circuit Court purchased reference books for the Judges and Lawyers.

Department: Sheriff, County Boards & Commissions, Animal Control, Administration, Finance
Suggested Actions: Approve Recommendation
Documents: [Check Register 1-7-2016.pdf](#), [Check Register 1-8-2016.pdf](#), [Check Register 1-8-2016 2.pdf](#), [Check Register 1-19-2016.pdf](#), [Check Register 2-1-2016.pdf](#), [Minutes: Joint Meeting December 7, 2015.pdf](#), [Minutes: Regular Meeting December 7, 2015.pdf](#)

ITEMS REMOVED FROM CONSENT
REPORTS AND INFORMATIONAL ITEMS

12. [16-0073](#) Appomattox School Board Meeting Calendar for 2016
Attached for your review is the 2016 School Board meeting calendar.

Department: County Boards & Commissions
Suggested Actions: No Suggested Action
Documents: [2016 Meeting Calendar for Appomattox County School Board.pdf](#)

13. [16-0074](#) Appomattox County Public Schools
Attached for your review is a copy of the December 2105, Month-End Financial Report submitted by Dr. Grasty.

Department: County Boards & Commissions
Suggested Actions: No Suggested Action
Documents: [Appomattox County Public Schools Financial Report December 2015.pdf](#)

14. [16-0075](#) Statement of Treasurer Accountability
Attached for your review is the Statement of Treasurer Accountability report submitted by the Treasurer, Alice Gillette.

Department: Treasurer
Suggested Actions: No Suggested Action
Documents: [Treasurers Report.pdf](#)

15. [16-0076](#) Piedmont Court Services
Attached for your review is a letter from Renee Trent Maxey, Director, Piedmont Court Services providing an overview on the FY 2015 Annual Report. Staff has a copy of the full report available upon request.



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Staff recommends review of the attached letter and to notify staff if you would like to review the Annual Report.

Department: Administration
Suggested Actions: No Suggested Action
Documents: [Piedmont Court Services.pdf](#)

16. [16-0077](#)

Department of Alcoholic Beverage Control

The County Attorney, Mr. Overstreet, requested that the attached letter from the Department of Alcoholic Beverage Control be added to the agenda. The purpose of the letter is to inform the Board that a retail application has been submitted from JK Mini Mart 2 Inc for a Wine & Beer off Premises/Keg Permit.

Staff recommends review of the attached letter and to contact the Virginia Department of ABC at (804)213-4572 if you have additional questions and/or concerns pertaining to the application. Reference License Number 89377.

Department: Administration
Suggested Actions: No Suggested Action
Documents: [Department of Alcoholic Beverage Control--JK Mini Mart 2 Inc.pdf](#)

17. [16-0078](#)

Department of Alcohol Beverage Control

The County Attorney, Mr. Overstreet, requested that the attached letter from the Department of Alcoholic Beverage Control be added to the agenda. The purpose of the letter is to inform the Board that a retail application has been submitted from Tower Hill Mart for a Wine & Beer Off Premises Permit.

Staff recommends review of the attached letter and to contact the Department of Alcoholic Beverage Control at (804)219-2056 if you have additional questions and/or concerns pertaining to the application. Reference License Number 89298.

Department: Administration
Suggested Actions: No Suggested Action

SUPERVISOR CONCERNS

This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.

UPCOMING MEETINGS

Thursday, March 3, 2016 @ 5:00 PM

Joint Meeting with School Board
School Administration Building
316 Court Street, Appomattox, Virginia

Monday, March 21, 2016 @ 6:30 PM

Regular Scheduled Meeting



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Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

ADJOURNMENT